

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

DATE: 17 April 1958

FROM : Chief/Language and Area School

SUBJECT: Weekly Activities Report #15

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Class. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

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Date: 08 MAR 1978y

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

1. The week has been quiet, due partly, perhaps, to our move that occurred on Monday and partly to some shift of responsibilities to key personnel who acquired appreciable supervisory responsibility in the new organization. I am delighted, however, to be closer to our center of gravity and especially to be more accessible to the majority of staff and contract personnel.

2. George Carey of the General Counsel's Office called for information on meetings at the Office of Education and with the Bureau of the Budget regarding the education bills that are pending.

3. [] has kindly agreed to assist an SE employee who wanted two hours a week instruction in Serbo-Croatian.

4. SE has made several efforts to have [] do all of his instructing in its area. We are considering pros and cons and will try to make a decision that is as considerate as possible of SE without impairment of our responsibility for [] and his services. Unconditional agreement probably would result pretty much in [] working mainly, if not exclusively, for SE.

5. Deputies reports are attached.



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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 16 April 1958

FROM : Deputy for Plans, Research and Administration

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None

B. OTHER ACTIVITIES

1. Thanks to the complete support of [] shop and with the full cooperation of everyone on our staff, LAS accomplished a re-settlement of personnel between Quarters Eye and I Building on Monday, putting C/LAS, his office and the entire Language component into Wings I and J in Quarters Eye, and the Area component, and the Plans, Support and Administration group, including [] unit, in I Building. As soon as the telephone complex has been adjusted to meet the new arrangement, a directory of LAS components, duties and telephone numbers will be published. 25X1
2. Large scale language testing has been progressing more efficiently now and on a much larger scale than before. 180 people were tested during the past week in 4 major languages. 25X1

[]
D/PRA/LAS

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TO : Chief, Language and Area School

DATE: 16 April 1958

FROM : Deputy for Language Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

DDS 1. The language classes in the daytime program are now all running in Quarters Eye. A total of 40 classes, representing 551 hours of instruction per week, have completely filled every available room in the present space allotted to us. TK

DDS 2. The 1958 Winter trimester of the Voluntary Language Training Program ends on Friday, April 18. Of the 341 students that originally enrolled for the 1958 Winter trimester, a total of 245 or 72.1% remained throughout the trimester and are now completing their classes. In comparison only 59.6% of the students in the Fall trimester of 1957 and 50.5% of the students in the Summer trimester of 1957 finished their classes.

3. Arrangements have been made to hold a Qualifications Review Panel on 21 April on the case of [redacted] who is being considered for possible full-time training in Indonesian. 25X1

4. Five new courses began Monday, 7 April: a 20-week full-time Intensive French Basic course, and 4 part-time courses - one Romanian and 3 French.

5. The new courses plus those already in progress make a total of 10 courses in French, Spanish, Romanian and Italian, with an enrollment of 56 students. The weekly teaching load is 114 class hours.

6. On Monday, April 14, [redacted] conducted the oral examination in Swedish for 11 staff members. An additional 5 employees are scheduled to take the oral part of the Agency Language Proficiency Test in June - [redacted] were briefed prior to the testing by [redacted] who also was present during part of the examination. 25X1 25X1 25X1

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25X1 7. Dr. [] will be devoting a considerable amount of
time in the coming week to helping [] with the production of a
Chinese proficiency test. 25X1

25X1 8. [] will both be away under-
going treatment at local hospitals. Mrs. [] will be absent
25X1 for three weeks and Mr. [] for a short, but as yet undetermined
length of time. In both cases classes have been postponed until the
instructor returns. 25X1



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A. SIGNIFICANT ITEMS

None

B. OTHER ACTIVITIES

1. The first (in French) in our new series of foreign language lectures on area themes drew an audience of 25, including the five full-time intermediate French students in the integrated course. [] now of PP/ICD, made an excellent impression with his mature reflections on French affairs incidental to his main theme, "France at the turn of the century." His presentation was unusually clear and well organized. Of Swiss birth, he speaks a fluent and highly acceptable French.

25X1

2. Hungary - Basic Country Survey #1 featured two highly informative programs on Hungarian history, the first highlighted by Professor [] sity and the second by [] Attendance and telephone inquiries indicate that interest is being sustained at a high level.

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25X1

3. [] Basic Country Survey #2 began on 14 April with 11 enrollees. Significant is the high proportion from DDP (7), which may well reflect the shifted emphasis in this course to psychological and behavior patterns. At the December [] conference, DDP's interest in survey courses was spotty.

TK

4. The Middle East course ended on 9 April, but an extra session was held on 16 April in order to review with the students the final examinations and term papers.

25X1